

# MHSA PEI LEARNING COMMUNITY EVENT


## THURSDAY, JULY 12, 2018

### QUESTIONS & ANSWERS


## SYSTEMS PERFORMANCE, RESEARCH, & EVALUATION

*During the webinar Systems Performance, Research, & Evaluation, attendees submitted questions via a Chat window on the conference call software. Answers were provided by the Mental Health Services Oversight and Accountability Commission (MHSOAC) and/or Dr. Sésha Zinn verbally during the presentation. The answers to these questions were used to create this Q&A document, which serves as a resource for PEI programs.*

	QUESTION	ANSWER	RESPONDER
1.	<b>Q:</b> Where on the MHSOAC website will this information be posted?	<b>A:</b> All materials from this webinar are located on the County Resources page <a href="http://mhsoac.ca.gov/county-resources">http://mhsoac.ca.gov/county-resources</a>	<b>MHSOAC</b>
2.	<b>Q:</b> First Annual Innovative Project Report is due no later than December 31 following the end of the fiscal year for which the County is reporting; each Annual Innovative Project Report thereafter is due no later than June 30 and reports on prior fiscal year. I am unclear if the first annual report means for each new Innovation project, the first year's report is due Dec 31? Or if moving forward all reports are due June 30? For example: first report due Dec 31, 2019 should report data from FY 18/19; subsequent report that is due no later than June 30, 2020 should report data on which FY?	<b>A:</b> Prior to the July 2018 amendments, Innovation (INN) regulations stated that the Annual INN Project Report is due no later than <b>December 31</b> following the end of the FY for which the County is reporting. That being said, FY 16/17 Annual INN Project Reports were due no later than December 31, 2017. This was the first time Counties were expected to submit an Annual INN Project Report. Moving forward with the release of the July 2018 regulations amendments, the due date was changed to no later than <b>June 30</b> , indicating that the next Annual INN Project Report for data collected during FY 17/18 will be due no later than June 30, 2019. The Annual INN Project Report for data collected during FY 18/19 will be due no later than June 30, 2020, and so on.	<b>MHSOAC</b>
3.	<b>Q:</b> Why is the 3-Year PEI Evaluation report not matched with the 3-Year Plan?	<b>A:</b> The regulations by authority provide counties with the flexibility to submit the 3- Year PEI Evaluation with the 3-Year Plan or Annual Update.	<b>MHSOAC</b>
4.	<b>Q:</b> Can Butte County share their New Employee Orientation PowerPoints?	<b>A:</b> Yes, the PowerPoints can be found via the link <a href="http://mhsoac.ca.gov/county-resources">http://mhsoac.ca.gov/county-resources</a>	<b>MHSOAC</b>



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5.	<b>Q:</b> Which database are these evaluations located?	<b>A:</b> We use Microsoft Access to build our databases. We send those out to our providers to enter into. It is part of the Microsoft Office Suite.	<b>Butte County</b>
6.	<b>Q:</b> How many PEI clients do you serve in a year?	<b>A:</b> There is not one answer for that question. Some of our programs do outreach so those will be duplicated counts. For the programs that do collect individual counts please see our MHSA Annual Report. Each program will have their unduplicated counts where possible – but the counts will not be unduplicated across programs.	<b>Butte County</b>
7.	<b>Q:</b> Do you initially collect the data in paper form and then do data entry electronically? Or do your providers enter it directly?	<b>A:</b> We do provide forms for the providers to collect their data. The providers then enter their own data into their PEI databases that we have provided. For any PEI programs that use our electronic health record, the clinical staff enter the data directly.	<b>Butte County</b>
8.	<b>Q:</b> Does Butte County use Avatar for FSP-DCR data collection?	<b>A:</b> We just transitioned to Avatar to collect FSP data last month.	<b>Butte County</b>
9.	<b>Q:</b> Are your quarterly meetings program specific or all together?	<b>A:</b> We have program specific quarterly meetings. Where possible, we will have meetings that require the same attendees scheduled back to back. We find this makes for a lot of meetings, but the communication and end results are well worth the extra time.	<b>Butte County</b>



QUESTION		ANSWER	RESPONDER
10.	<b>Q:</b> Does Butte County pay the interns in the Research & Evaluation Unit?	<b>A:</b> No, we do not pay the interns. They earn college credit for their time with us. They can apply to become part time or full time into paid positions any time positions become available.	<b>Butte County</b>
11.	<b>Q:</b> Do you ask for the data from providers monthly or quarterly?	<b>A:</b> We receive the data from providers monthly. Their monthly claims will not be signed by the MHSA Manager if we have not received their data. This way we know right away if there are any issues.	<b>Butte County</b>
12.	<b>Q:</b> What was the cost for Access database (including training and licenses given to county staff and contractors)?	<b>A:</b> Microsoft Access is a part of the Microsoft Office Suite – most workstations will already have this installed but check with your IT department about cost.	<b>Butte County</b>
13.	<b>Q:</b> What are the pros and cons in using Access system for MHSA data collection?	<b>A:</b> An Access database makes it much easier to pull and analyze the data in a very easy, quick way. The database can be sent between agencies via a secure link to protect client data. A web based application will not be as secure and that data will need to be imported into a database to run reports anyway.	<b>Butte County</b>
14.	<b>Q:</b> How is the PHI in Access database system?	<b>A:</b> As long as the Database is sent electronically via a secure link there is no issue with PHI and privacy. We use Ushare – a secure web portal for providers to send us their databases electronically.	<b>Butte County</b>



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15.	Q: Can you send classification descriptions for your analyst series?	A: Yes, they have been provided to the OAC staff.	Butte County